

Ser 1704/40K4
14 April 1997

From: Commander, Naval Facilities Engineering Command

Subj: CONSTRUCTION SAFETY AND HEALTH CERTIFICATION COURSE

Ref: (a) COMNAVFACENGCOM ltr Ser 1556/40K4 dtd 28 Dec 95

Encl: (1) Construction Safety and Health Certification Course, Level I
(2) FSC Construction/Alteration/Repair Safety and Health Requirements Course
(3) Construction Safety and Health Certification Course, Level I, Scoring Key
(4) FSC Construction/Alteration/Repair Safety and Health Requirements Course
Scoring Key

1. The 3 September 1996 edition of the US Army Corps of Engineers Safety and Health Requirements Manual, EM-385-1-1, was issued to field locations in January 1997. The Construction Safety and Health Correspondence Course issued in September 1994 and the FSC Safety and Health Requirements Exam issued in December 1995 have been revised to include the new requirements of the 1996 manual.

2. As required by reference (a) you have been appointed as the Construction Safety and Health Exam Program Administrator for your activity. As such you are responsible for administrating, tracking, and maintaining records for the Construction Safety and Health Certification Course and the FSC Construction/Alteration/Repair Safety and Health Requirements Course. Enclosures (1) and (2) provide procedures for administering the exams as well as copies of the revised exams. Level II, the closed book exams, will be forwarded under separate cover. Enclosures (3) and (4) provide the answer keys for both exams. Enclosures (3) and (4) must be protected and maintained by you and are **NOT FOR RELEASE**.

3. Please contact Shelia Davidson on DSN 564-5193, CML 757-444-5193, FAX 757-445-9454, or Internet sddavidson@hq.navfac.navy.mil if you have any questions, need additional assistance or would like a "Word 6.0" copy of enclosures (1) and (2).

DOUGLAS L. CRADDOCK
By direction

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NAVAL FACILITIES ENGINEERING COMMAND
CONSTRUCTION SAFETY AND HEALTH CERTIFICATION COURSE

LEVEL I

1. This Safety and Health Correspondence Course has been prepared for all military and civilian personnel, such as Resident Officer in Charge of Construction, Assistant Resident Officer in Charge of Construction, Construction Representative, Construction Management Technicians, Engineer, Engineering Technician, Field Contract Specialist, Design Manager, Project Manager, whose duties require visits to construction projects or require contract negotiations. It is designed to familiarized personnel with the use of the U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1 (3 September 1996).
2. All NAVFAC personnel meeting the above criteria who have not taken and successfully completed the NAVFAC Construction Safety Certification Course or who were certified prior to 1 April 1997 are required to be certified/recertified utilizing the attached examination.
3. Level I is an open book exam, which shall be completed within a six (6) month time frame from receipt of exam, and returned the responsible EFD/EFA's Safety Office for grading and recording within 45 days of receipt. Level II is a closed book exam to be administered by the EFD/EFA's Safety Office or an approved proctor at your activity. Level II will be forwarded after Level I has been successfully completed. A passing grade of 80 or above must be attained on both parts. A certification of completion will be issued when each level is completed.
4. If you have any questions, the EFD/EFA Point of Contact is

Com _____ or DSN _____.

EFD/EFA SAFETY MANAGER NAME

Enclosure (1)